

ATTACHMENT A**REQUISITION FOR SUBSIDY GRANT FROM LITERARY FUND**

(Mail To: Daniel S. Timberlake, Assistant Superintendent for Finance,
Virginia Department of Education, P. O. Box 2120, Richmond, VA 23218-2120)

GENERAL INFORMATION:

1. County/City: _____ Date: _____
2. Contact Name: _____ Phone Number: _____
3. Name of School as Shown on Approved Application: _____
4. Amount of unspent Virginia Public School Authority (VPSA) bond proceeds
(include principal and interest income; net of any arbitrage liability): \$ _____ *
5. If you have unspent VPSA bond proceeds, will these remaining proceeds be spent simultaneously with the requested subsidy grant monies to reimburse yourself for previously paid expenditures or to pay-off interim financing?

YES _____ NO _____ *

* **Note:** Pursuant to Section 8.2 of the Literary Fund regulations and to assist localities in meeting the spend-down requirements related to their VPSA bond proceeds, all VPSA bond proceeds must be spent prior to or simultaneously with the release of any subsidy grant monies from the Literary Fund. VPSA bond proceeds include both principal and interest income, net of any arbitrage liability. Please contact the State Non-Arbitrage Program for an estimated rebate liability report before spending the interest income.

DRAW REQUEST:

6. Amount of Approved Subsidy Grant \$ _____
7. Total qualifying expenditures related to the Project listed in Item 3 to date (including cost of paying off interim financing) \$ _____
8. Total subsidy grant amount advanced from Literary Fund to date \$ _____
9. Amount requested this advance (Not exceeding Item 7 minus Item 8) **Supporting documentation must be attached (i.e., invoices, Form G702, etc.)** \$ _____ **

**** NOTE:** If you have any unspent subsidy monies and have completed the approved project, you may use the remaining subsidy grant on other capital school projects. If you have unspent subsidy monies that you do not plan to spend, please notify the Department in writing that you have completed all draw requests for the approved project.

10. Special wiring instructions to pay-off interim financings: _____

SUPERINTENDENT CERTIFICATION:

Date: _____

By: _____
Superintendent or Authorized Designee

Title: _____

APPROVED BY THE VIRGINIA DEPARTMENT OF EDUCATION:

By: _____

Title: _____

Date: _____